

STATEMENT OF WORK

1. Background

Provide the background information that provides a high level description of the requirement of the UGU. Keep concise and focus on providing relevant information about the UGU, mission, and/or systems impacted by this task order.

2. Objectives

Describe what this task order will accomplish. This should reflect the end state the UGU wants to achieve and the expected timeframe.

Project Commencement Date:

Estimated Project Completion Date:

3. Scope

Describe the type of work (range of tasks) the task order will support. Use language that is found in the "CONSULTING & ASSESSMENT CATEGORIES" and "CONSULTING SERVICES WITHIN GENERAL SCOPE" subsections of Section III of the solicitation in order to link the scope of this Job Order Request to the scope of the Contract. Include any considerations the Contractor may need in order to provide an accurate JOQ.

4. Requirements

Describe the requirements that outline how the Contractor will operate while performing the tasks identified in Section 3. Clearly delineate each party's roles and responsibilities.

4.1. Tasks

Describe the tasks the Contractor will provide in support of this task. Include as many tasks as required. Fully describe the specific requirements and work the Contractor must perform using performance-based language, identifying the final outcome, not how-to. Break out each discrete task separately. Each task may include subtasks. Make sure to determine the minimum requirements.

4.2. Desired Skills and Knowledge

Outline any special skill sets or "PERSONNEL QUALIFICATIONS" as outlined in Section III of the solicitation required for the successful completion of the Job Order.